PUBLIC WORKS DEPARTMENT

October 12, 2012

Dear Consultant:

The **City of Columbia** is requesting the services of a consulting firm to perform the described professional services as described on the attached Project Information Form. The services involve Evaluation and Documentation of the Bike/Ped Program. If your firm would like to be considered for these consulting services, you may express your interest by responding to the City of Columbia, Public Works Department.

The response submittal must include the following:

Letter of interest

Statement of Qualifications

Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020)

The letter of interest and Statement of Qualifications should include a statement to indicate why your firm is interested in the project together with any information which might help us in the selection process, such as the persons or team you would assign to the project, the backgrounds of those individuals, the approach your firm would take in completing the project, a proposed timeline showing major milestones, and a list of relevant projects your firm has recently completed or are now active.

There is no DBE goal for this Engineering Services Contract.

The City of Columbia will evaluate submittals from interested firms according to the criteria listed in the Project Information Form.

We request all letters of interest with required submittals be received by 5:00 pm, November 16, 2012

Sincerely,

Ted Curtis

Bike/Ped Program Mgr

Attachment

Bike/Ped Program Evaluation and Documentation			
Federal Aid No.:	CPP 9999(518)		
Location:	City of Columbia, MO		
Proposed Improvement:	In 2005, The City of Columbia was selected by the Federal Highway Administration to receive a Non-Motorized Transportation Pilot Program funding. The program aims to increase the frequency of bicycling and walking, decrease congestion and energy use, and promote better health and a cleaner environment. In addition to infrastructure implementation (not part of this RFQ), the pilot program is being documented, evaluated and the results reported.		
Length:	n/a		
Approximate Construction Cost:	n/a		
DBE Goal	0.0 %		
Determination			
Consultant Services Required:	1. <u>Bicycle and Pedestrian Data Collection and evaluation.</u> Perform data collection, analysis and reports for the City of Columbia. Specific tasks include:		
	a. Bicycle and Pedestrian Counts several times a year starting in 2013 thru the end of the project.		
	b. Annual Intercept Surveys in 2013 through the end of the project, similar to intercept surveys take from 2007 through 2012.		
	c. Annual reports including but not limited to the results from the Bicycle and Pedestrian Counts, the Annual Intercept Surveys and data from automated bike/ped counters.		
	2. <u>Supplemental Design Treatments:</u>		
	a. Plan, document, collect data, evaluate and report to FHWA the results a proposed Request to Experiment on-street marking experiments for Supplemental Shared Lane Markings/ On-Street Wayfinding symbols. This includes possible alternate symbols that could be used on bike lanes, routes, Pedways, etc.		
	b. Plan, document, collect data, evaluate and report to FHWA a Request to Experiment for alternate Bicycle Loop Detector Markings.		

		t, collect data, evaluate and report lests to Experiment for additional icycle facilities.	
	emerging on-str facilities and re implementation enhanced pedes street markings have the potent	m technical assistance on new and reet bicycle and pedestrian commendations on a, including but not limited to strian crossings and signals, on, new or emerging programs that ial for or have shown mode shift bike/ped traffic counters.	
Contact:	, , ,		
	Department of Public Works		
	Third Floor, City Hall		
	701 E. Broadway, Columbia, MO		
	Or by mail:		
	Department of Public Works		
	P.O. Box 6015, Columbia, MO 65205-6015		
	ctcurtis@gocolumbiamo.com		
Submittal:	_	Five copies of the following should be received at the address	
	above by the time specified		
	• Letter of interest		
	• Statement of Qualifications		
	Affidavit of Compliance with the federal work		
	authorization program		
	100	• copy of your firm's E-Verify Memorandum of	
- TI	Understanding (15 CSI		
Deadline:	Responses to this request must be received by 5:00 p.m. CST, November 16, 2012		
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basis for selection of	ks Act for Consultant Selection – the design firm.	ne ionowing criteria will be the	
Experience and Technical Competence.		40 Max Points	
Capacity and Capability		30 Max Points	
Past Record of Performance		30 Max Points	